

# CAREER OPPORTUNITY BULLETIN



**Date: October 20, 2008**

**Bulletin # 740**

This Career Opportunity Bulletin may also be viewed on our website at  
[www.parks.ca.gov](http://www.parks.ca.gov)

The Mission of the California Department of Parks and Recreation is to provide for the health, inspiration, and education of the people of California by helping to preserve the state's extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high-quality outdoor recreation.

## HOW TO APPLY

For each separate position, please forward a standard state application Std Form 678. Indicate the position and location of the job for which you are applying. Send your application to:

Department of Parks and Recreation  
P.O. Box 942896

Sacramento, CA 94296-0001

Attention: Personnel Services Division/Certification Unit  
All applications must be postmarked by the final filing date

**FINAL FILING DATE FOR JOBS POSTED IN THIS BULLETIN: October 31, 2008**

California Relay Service  
TDD 1-800-735-2929

Jobs Phone Line  
1-916-653-6995

An affirmative action employer - equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

## **Career Opportunity Bulletin # 740**

- **OFFICE ASSISTANT (GENERAL)(PERMANENT INTERMITTENT) – MARIN DISTRICT/  
ANGEL ISLAND STATE PARK**
- **PARK MAINTENANCE ASSISTANT – ANGELES DISTRICT/MALIBU SECTOR/POINT  
MUGU STATE PARK**
- **PARK MAINTENANCE ASSISTANT (PERMANENT INTERMITTENT) – NORTHERN  
BUTTES DISTRICT/CASTLE CRAGS STATE PARK**

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific*

*The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer*

- **STATE PARK PEACE OFFICER (RANGER)(CANINE) – CAPITAL DISTRICT**
- **STATE PARK SUPERINTENDENT II – GOLD FIELDS DISTRICT/PUBLIC SAFETY  
COORDINATOR**

### WHO MAY APPLY

This Career Opportunity Bulletin is for **State employees and/or candidates with current civil service list eligibility and who meet this eligibility by the established final filing date.** Anyone eligible for a transfer, change in class, list appointment, training and development assignment, or reinstatement may be considered according to guidelines outlined in DAM 210.311-314.

Only the most qualified candidates will be selected for an interview. All appointments are subject to SROA provisions.

(For those classes in Units 10,14,15, and 21, this bulletin does not constitute the transfer process contained in the agreements with the State.)

#### UNIT 7 (California Statewide Law Enforcement Association – CSLEA)

Positions for voluntary geographic transfers will be filled in accordance with Article 16, section 16.9 of the Unit 7 collective bargaining agreement.

#### Unit 12 (International Union of Operating Engineers – IUOE)

Positions for voluntary geographic transfers will be filled in accordance with Article 17, sections 17.1-17.7 of the unit 12 collective bargaining agreement.

#### Unit 13 (International Union of Operating Engineers – IUOE)

Positions for voluntary geographic transfers will be filled in accordance with Article 14.1 of the unit 13 collective bargaining agreements.

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific.*

### **OFFICE ASSISTANT (GENERAL)(PERMANENT INTERMITTENT)(\$11.97 - \$15.98/HOUR) – MARIN DISTRICT/ANGEL ISLAND STATE PARK**

The reporting location for this position is the Sector Office in Ayala Cove at Angel Island State Park. This position will work under the direction of the Sector Superintendent. The incumbent's duties will include answering phones, coordinating the Special Event Program, general clerical work, and processing purchase documents. This position may work up to 1500 hours per year. Dogs are prohibited on Angel Island. **State housing may be available.** For further information regarding this position, please contact Dave Matthews at (415) 435-8339 or [dmatthews@parks.ca.gov](mailto:dmatthews@parks.ca.gov).

### **PARK MAINTENANCE ASSISTANT (\$2687 - \$2929) – ANGELES DISTRICT/MALIBU SECTOR/ POINT MUGU STATE PARK**

The reporting location for this position is Point Mugu State Park, but may be required to work throughout the Malibu Sector necessary. This position leads from 4 to 5 seasonal employees in the daily operations of housekeeping, facility maintenance, and equipment operations in campgrounds and beaches within the Sector. The incumbent's work schedule will be Sunday through Thursday from 7:00 am to 3:30 pm. **State housing is not available.** For further information regarding this position, please contact Oscar Rodriguez at (310) 457-3932 or cell (310) 699-1719.

### **PARK MAINTENANCE ASSISTANT (PERMANENT INTERMITTENT)(\$15.50 \$16.90/HOUR) – NORTHERN BUTTES DISTRICT/CASTLE CRAGS STATE PARK**

The reporting location for this position is Castle Crags State Park near the town of Castella and may occasionally be assigned to work in other units of the Cascade Sector. The primary duties of this position are housekeeping, grounds work, and assisting with facility maintenance projects at Castle Crags State Park. **State housing or a trailer pad may be available.** This position may work up to 1500 hours. For further information regarding this position, please contact David Pitz at (530) 225-2065 or [dpitz@parks.ca.gov](mailto:dpitz@parks.ca.gov).

*If applying for more than one position, please submit a separate application for each position and indicate your choice in location. Please be specific*

*The following vacancies are offered as advertisement to candidates that are current or eligible for reinstatement as a PC 830.2, California State Peace Officer*

**STATE PARK PEACE OFFICER (RANGER)(CANINE)(\$3344 - \$5265) – CAPITAL DISTRICT**

This new position of State Park Peace Officer (Ranger)(Canine) at the Capital District will work across all sectors to provide specialized law enforcement services for the purposes of Dignitary Protection, Facility Security, Bomb Detection, Officer Protection and Search and Rescue. The position will work under the direction of the State Park Peace Officer Supervisor and will be available for routine patrol, call outs, special events and requests from allied agencies for Homeland Security needs. The working shift will vary depending on the needs of the operation. A 4 day/10 hour work shift may be scheduled. Canine qualification to Department standards is required. This vacancy is available to current Canine Handlers. If no current Canine Handlers apply, the vacancy will be open to those interested in becoming Canine Handlers under the Canine Handlers Selection Process. Interested Canine and non-Canine Handlers should both apply at this time. A supplemental application process will be required for all non-Canine applicants. The incumbent will be expected to maintain canine certification and training. **State housing is not available.** For further information regarding this position, please contact Bob Basura at (916) 445-7373.

**STATE PARK SUPERINTENDENT II (\$5525 - \$7330) – GOLD FIELDS DISTRICT/PUBLIC SAFETY COORDINATOR**

The reporting location for this position is the Gold Fields District Office in Folsom. This position will work under the direction of the District Superintendent. The incumbent will act as the District Public Safety Coordinator, and is responsible for district-wide coordination of visitor services, public safety, aquatics, and community outreach and law enforcement programs. This position will directly supervise one District Records Clerk and will ensure District-wide coordination of the Records and Evidence Programs. The incumbent will act as the liaison with District State Park Peace Officer staff and inform them of court and other law enforcement procedural changes. This position will serve as a certified Departmental Internal Affairs Investigator and may perform investigations for Class I and II Citizen Complaints. The incumbent may also assist with the Folsom Sector Seasonal Lifeguard and may act as an aquatic advisor for all sectors within the district. The incumbent is responsible for the administration of the Gold Fields District Field Training Officer (FTO) program, perishable skills training, Peace Officer Standard Training (POST) compliance and employee development opportunities. **State housing is not available.** For further information regarding this position, please contact Scott Nakaji at (916) 988-0205 ext. 226 or email at [snakaji@parks.ca.gov](mailto:snakaji@parks.ca.gov).

**\*\*\*\*\* EXAMINATIONS \*\*\*\*\***

The Department of Parks and Recreation has scheduled the following examinations.  
Standard State applications (STD. 678) may be sent to:

Department of Parks and Recreation  
Personnel Office  
ATTENTION: EXAM UNIT  
P.O. Box 942896  
Sacramento, CA 94296-0001

<u>CLASS</u>	<u>FINAL FILING DATE</u>	<u>EXAM BASE</u>
Staff Information Systems Analyst (Spec. & Sup.)	October 24, 2008	Promotional
Senior Information Systems Analyst (Spec. & Sup.)	October 24, 2008	Promotional